



ROTHESAY

COUNCIL MEETING BY VIDEOCONFERENCE

Pursuant to the *Local Governance Act* and
the Province of New Brunswick

State of Emergency (declared 19 March 2020)

Monday, February 8, 2021 at 4:00 p.m.



PRESENT: MAYOR NANCY GRANT
DEPUTY MAYOR MATT ALEXANDER
COUNCILLOR GRANT BRENNAN
COUNCILLOR PETER J. LEWIS
COUNCILLOR TIFFANY MACKAY FRENCH
COUNCILLOR BILL McGUIRE
COUNCILLOR DON SHEA
COUNCILLOR MIRIAM WELLS

TOWN MANAGER JOHN JARVIE
TOWN CLERK MARY JANE BANKS
DIRECTOR OF PLANNING/DEVELOPMENT (DPDS) BRIAN WHITE
DIRECTOR OF OPERATIONS (DO) BRETT McLEAN
DIRECTOR OF REC/PARKS (DRP) CHARLES JENSEN
TREASURER DOUG MacDONALD
ADMINISTRATIVE ASSISTANT LIZ POMEROY

Mayor Grant called the meeting to order at 4:00 p.m. noting she, Town Manager Jarvie, and Town Clerk Banks are present in the Sayre Room at Rothesay Town Hall, observing physical distancing requirements, and wearing masks. Council members and staff were connected remotely.

1. APPROVAL OF AGENDA

MOVED by Counc. Shea and seconded by Deputy Mayor Alexander the agenda be approved as circulated.

CARRIED.

Counc. Shea and Wells declared a conflict of interest and left the videoconference.

2. ADOPTION OF MINUTES

➤ Regular Meeting 11 January 2021

MOVED by Counc. Lewis and seconded by Counc. Mackay French the Open Session Council minutes of January 11, 2021 be adopted as circulated.

CARRIED.

Counc. Shea and Wells returned to the videoconference.

➤ Public Hearing 2 February 2021

MOVED by Counc. Shea and seconded by Counc. Brennan the Public Hearing minutes of February 2, 2021 be adopted as circulated.

CARRIED.

➤ Business Arising from Minutes
N/A

3. OPENING REMARKS OF COUNCIL

Mayor Grant extended condolences, on behalf of Council and staff, to Counc. Lewis and his family on the recent passing of his mother.

Mayor Grant announced the recent passing of Paul Saunders, a Rothesay employee for 27 years. She extended condolences, on behalf of Council and staff, to Paul's family and friends.

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Mayor Grant commented on the upcoming events and activities in February, urging all to visit the Black History Month display at the Kennebecasis Public Library; view the virtual Winter Speaker Series Thursday evenings and have a safe and enjoyable Family Day weekend.

Mayor Grant concluded by thanking DRP Jensen and his team for postponing the removal of the Christmas lights on the Rothesay Common. She noted the lights have brightened spirits during these challenging times.

3.1 Declaration of Conflict of Interest

Counc. Lewis declared a conflict of interest for Item 9.5 Summer Haven Crescent, and Item 7.6 Planning Advisory Committee minutes (5 James Street).

Counc. Wells declared a conflict of interest for Item 7.3 Draft Emergency Measures Committee Minutes (Alexander Avenue), and Item 9.7 Flood Preparedness – Alexander Avenue.

4. DELEGATIONS

N/A

5. CORRESPONDENCE FOR ACTION

5.1 13 January 2021 Email from Statistics Canada RE: 2021 Census of Population

MOVED by Deputy Mayor Alexander and seconded by Counc. Wells Rothesay Council supports the 2021 Census, and encourages all residents to complete their census questionnaire online at www.census.gc.ca, and further notes accurate and complete census data support programs and services that benefit our community.

CARRIED.

5.2 February 2021 ACAP Saint John Climate Change Adaptation Plan Summary and Action Register

MOVED by Counc. Wells and seconded by Counc. Shea Council confirm ACAP Saint John's request to present at the March 8, 2021 Council meeting regarding the Climate Adaptation Plan.

ON THE QUESTION:

Mayor Grant requested clarification regarding the CBCL Climate Change Adaptation Plan Phase 1. DO McLean advised an application was submitted through CBCL, for the Town, to secure funding for a Climate Change Adaptation Plan. The application was unsuccessful, however in 2019 approval was granted to ACAP Saint John, on behalf of the Town, to complete a Climate Change Adaptation Plan in 2020. Shortly before ACAP's project began, the Province granted a portion of surplus year end funding to the Town with a suggestion to engage CBCL as a means to jumpstart the project for ACAP Saint John. CBCL's findings were not formalized into a report, but rather intended to act as preliminary information for ACAP.

Counc. Wells questioned why a stormwater levy (#8) is not a higher priority, suggesting this could help properties that experience spring freshet flooding. Town Manager Jarvie clarified the stormwater levy is intended to help properties impacted by overland, as opposed to spring freshet, flooding.

Counc. Wells noted she has a few questions regarding the summary provided. Mayor Grant suggested the questions be posed to ACAP Saint John during the presentation at the March Council meeting. Counc. Wells offered to share the questions now so ACAP Saint John can better prepare for the presentation. She noted her questions pertain to the urgency of hiring a staff member as the Climate Change and Emergency Response Manager (#13), and "soft and hard armouring" (#20). Deputy Mayor Alexander noted soft armouring can be described as vegetation, and hard armouring – concrete or rocks.

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Counc. Brennan stressed the importance of knowing the costs before moving forward, noting costs were not included in the summary. Town Manager Jarvie advised the document was prepared by ACAP; staff will require time to provide an analysis and subsequent recommendations. The document was provided for information at this time.

CARRIED.

6. CORRESPONDENCE - FOR INFORMATION

6.1 11 January 2021 Letter from the New Brunswick Medical Education Foundation Inc. RE:
Thank you – renewal of annual scholarship

MOVED by Counc. Lewis and seconded by Counc. Mackay French the letter from the New Brunswick Medical Education Foundation Inc. RE: Thank you – renewal of annual scholarship dated 11 January 2021 be received/filed.

CARRIED.

6.2 12 January 2021 Email from Kennebecasis Public Library RE: CN Donation

MOVED by Counc. Mackay French and seconded by Counc. Shea the email from Kennebecasis Public Library RE: CN Donation dated 12 January 2021 be received/filed, and a thank you letter sent to CN.

ON THE QUESTION:

Mayor Grant explained the Town received a copy of the CN 100 anniversary commemorative book and a tree seedling from CN in late fall 202. The accompanying letter indicated a library in the area would also receive a \$10,000 donation. It was unclear at the time which library would receive the donation and it has been confirmed the donation was received by the Kennebecasis Public Library.

CARRIED.

7. REPORTS

7.0 February 2021 Report from Closed Session
N/A

7.1 25 November 2020 Kennebecasis Regional Joint Board of Police Commissioners (KRJBPC)
Meeting Minutes

30 November 2020 KRJBPC Statement of Financial Position

11 January 2021 KRJBPC Crime Statistics

MOVED by Deputy Mayor Alexander and seconded by Counc. Mackay French the Kennebecasis Regional Joint Board of Police Commissioners (KRJBPC) Meeting Minutes dated 25 November 2020, and the KRJBPC Statement of Financial Position dated 30 November 2020 be received/filed.

ON THE QUESTION:

Counc. Shea asked what the “Policing-General” expenses referred to. Deputy Mayor Alexander explained these expenditures relate to supplies utilized by officers in the course of their duties.

CARRIED.

MOVED by Deputy Mayor Alexander and seconded by Counc. Mackay French the KRJBPC Crime Statistics dated 11 January 2021 be received/filed.

CARRIED.

7.2 31 December 2020 Draft unaudited Rothesay General Fund Financial Statements

MOVED by Counc. Brennan and seconded by Counc. Shea the draft unaudited Rothesay General Fund Financial Statements dated 31 December 2020 be received/filed.

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ON THE QUESTION:

Counc. Shea asked if “Fox Farm Expenses” referred to the Town owned building, or the road itself. Treasurer MacDonald clarified the item refers to expenses related to the rental property owned by the Town. He noted a surplus of roughly \$42,000 is reported but the statements may change upon completion of the annual audit. He reported the documents differ from those presented to the Finance Committee as minor changes were made.

CARRIED.

31 December 2020 Draft unaudited Rothesay Utility Fund Financial Statements

MOVED by Counc. Brenan and seconded by Counc. Shea the draft unaudited Rothesay Utility Fund Financial Statements dated 31 December 2020 be received/filed.

ON THE QUESTION:

Treasurer MacDonald reported a surplus of roughly \$48,000 is projected however the statements are subject to change upon completion of the annual audit.

CARRIED.

21 January 2021 Draft Finance Committee Meeting Minutes

MOVED by Counc. Brenan and seconded by Counc. Shea the draft Finance Committee meeting minutes dated 21 January 2021 be received/filed with the addition of the discussion pertaining to the Election of Officers.

ON THE QUESTION:

Mayor Grant noted an Election of Officers was held, and Counc. Brenan accepted the position of Chairperson. She requested this portion of the meeting be recorded in the minutes.

CARRIED.



Bank of Nova Scotia Commitment Letter

MOVED by Counc. Brenan and seconded by Deputy Mayor Alexander the commitment letter from the Bank of Nova Scotia dated January 11, 2021 be received/filed.

ON THE QUESTION:

Treasurer MacDonald clarified this standard practice occurs annually and the letter was provided for information.

CARRIED.



Safe Restart Agreement

MOVED by Counc. Lewis and seconded by Counc. Shea the email from the Department of Environment and Local Government RE: Safe Restart Agreement dated 5 January 2021 be received/filed.

ON THE QUESTION:

Treasurer MacDonald noted the document was provided for information to acknowledge the funds expected.

CARRIED.



Insurance Renewal

MOVED by Counc. Brenan and seconded by Deputy Mayor Alexander Council ratify the staff decision to renew the Town insurance policy with Cain Insurance Services Ltd. and Jardine Lloyd Thompson for coverage for the period from January 1, 2021 to December 31, 2021 at an aggregate cost of \$238,000.

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ON THE QUESTION:

Counc. McGuire commented on the 24% increase to liability premiums due to market conditions. He asked if there are measures in place, such as a board, to oversee and regulate insurance costs in a similar way to gasoline prices. Treasurer MacDonald advised the market is surveyed by the Town's insurance agent, but it does not appear the industry is regulated in a similar way to the petroleum industry. He added as a niche market there are limited options with respect to municipal insurance. Mayor Grant clarified there was a 24% increase to liability premiums, however the total increase over last term is 18%.

CARRIED.

Counc. Wells declared a conflict of interest and left the videoconference.

7.3 15 January 2021 Draft Emergency Measures Committee Meeting Minutes

MOVED by Counc. Lewis and seconded by Counc. McGuire the Draft Emergency Measures Committee Meeting Minutes dated 15 January 2021 be received/filed.

ON THE QUESTION:

Counc. Lewis summarized the minutes. In response to an inquiry, Counc. Lewis noted sandbags will be available to all residents, including those that experience overland flooding. Deputy Mayor Alexander commented on the dangers of setting up ice-fishing shacks before the ice has fully formed. He suggested this could be a topic for the Committee, or brought to the attention of the appropriate provincial department. Mayor Grant agreed, noting signage is typically installed by the Province to outline rules, however this was not done this season. Counc. Brennan suggested some residents may be undeterred by signage or physical barriers.

CARRIED.

Counc. Wells returned to the videoconference.

7.4 19 January 2021 Draft Rothesay Hive Advisory Committee Meeting Minutes

MOVED by Counc. Wells and seconded by Deputy Mayor Alexander the Draft Rothesay Hive Advisory Committee Meeting Minutes dated 19 January 2021 be received/filed.

ON THE QUESTION:

Counc. Wells summarized the minutes, noting the Committee has expressed interest in encouraging donations from individuals, as well as businesses. When questioned, she added tax receipts are available for donations made in excess of \$25. Counc. Lewis asked why donations are being sought when the facility is funded by the Town. Counc. Wells noted donations are intended to offset the cost of providing a variety of programming without creating an additional financial burden on the Town.

Counc. Lewis stated he disagrees with the suspension of honorariums while meetings are held electronically. Counc. Wells explained honorariums are provided to assist with travel expenses for attending meetings which has become unnecessary following the temporary transition to electronic meetings. Counc. Lewis suggested the honorariums be reinstated retroactively as it is a minimal cost to compensate committee members for committing their personal time to volunteer for the Town. Counc. Wells agreed. Mayor Grant noted the points raised will be taken into consideration.

CARRIED.

7.5 19 January 2021 Draft Parks and Recreation Committee Meeting Minutes

MOVED by Counc. Wells and seconded by Counc. Lewis the Draft Parks and Recreation Committee Meeting Minutes dated 19 January 2021 be received/filed.

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ON THE QUESTION:

Counc. Lewis reiterated his request to groom inside the dog park as large volumes of snow may deter individuals from utilizing the facility.

CARRIED.

Counc. Lewis declared a conflict of interest and left the videoconference.

7.6 1 February 2021 Draft Planning Advisory Committee Meeting Minutes

MOVED by Counc. Shea and seconded by Counc. McGuire the Draft Planning Advisory Committee Meeting Minutes dated 1 February 2021 be received/filed.

ON THE QUESTION:

Counc. Wells noted her dissatisfaction with the property owner's response when questioned about the AstroTurf. She asked if there is anything further to be done to encourage compliance. Counc. Shea noted because of technical issues he did not hear the entire response, but it appears the property owner was content with the synthetic grass. Counc. McGuire relayed the property owner's rationale that vehicles drive through the area and AstroTurf is less susceptible to damage than vegetation. DPDS White noted the property owner is convinced this is the best solution, although staff disagree. Counc. Wells expressed concern the AstroTurf does not provide the same aesthetic as natural grass, and violates the agreement established for the property. DPDS White advised the matter pertains to by-law enforcement and should be discussed in Closed Session.

CARRIED.

Counc. Lewis returned to the videoconference.

7.7 January 2021 Monthly Building Permit Report

MOVED by Counc. Mackay French and seconded by Counc. Shea the January 2021 Monthly Building Permit Report be received/filed.

CARRIED.

7.8 4 February 2021 Capital Projects Summary

MOVED by Deputy Mayor Alexander and seconded by Counc. Lewis the Capital Projects Summary dated 4 February 2021 be received/filed.

CARRIED.

8. UNFINISHED BUSINESS

TABLED ITEMS

8.1 Wiljac Street Reconstruction and Extension – Design (Tabled March 2019)

No action at this time

8.2 Municipal Plan By-law 1-20

3 February 2021 Report prepared by DPDS White

MOVED by Deputy Mayor Alexander and seconded by Counc. McGuire Council give First Reading by Title, to By-law 1-20, "Rothesay Municipal Plan 2020-2030".

ON THE QUESTION:

Mayor Grant inquired as to when the proposed amendments will be incorporated into the draft By-law. Town Manager Jarvie advised the short period between the Public Hearing, and the distribution of the Council agenda package, created time constraints. He noted changes will be made before the document is presented to the Planning Advisory Committee for review and recommendation. He explained the proposed schedule noting third reading and enactment can occur at the April Council meeting.

Counc. McGuire referenced Item 8.1 Wiljac Street Reconstruction and Extension – Design, and questioned if this project would move forward following enactment of By-law 1-20. DPDS White clarified, By-law 1-20 does not oblige Council to approve proposed capital projects.

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Counc. Wells asked why staff recommend giving first reading now as opposed to next Council meeting when the amendments are incorporated into the By-law. She added deferring first reading, to the next Council meeting, still allows Council sufficient time to enact the By-law before the municipal election. Town Manager Jarvie advised this can be done but would be cutting it close for enactment in April. Mayor Grant added Council can still request amendments to the By-law prior to enactment.

Counc. Mackay French expanded on Counc. McGuire's question, inquiring if the Hillside Secondary Plan, incorporated into the By-law, will be executed. Town Manager Jarvie confirmed this was correct. Mayor Grant expanded further by reiterating that plans cannot be executed without interest from developers. Town Manager Jarvie added the Town may undertake improvements to municipal infrastructure that align with the By-law, but this would be primarily subject to development. When questioned, he clarified there are no approved plans for development in the Hillside area at this time.

Counc. Brennan suggested deferring first reading of the By-law by a month will only add a minimal delay considering the original intent to enact the By-law in 2020.

Deputy Mayor Alexander stated he is not opposed to giving first reading now as long as the amendments are incorporated before the Planning Advisory Committee reviews the document. He added he hopes further adjustments will be made to accurately reflect concerns addressed at the Public Hearing, especially in regards to short term rental housing. He reiterated there are still opportunities for Council to request changes prior to enactment.

NAY votes recorded from Councs. Brennan and Mackay French.

CARRIED.

Town Clerk Banks read By-law 1-20 by title.

MOVED by Deputy Mayor Alexander and seconded by Counc. Shea Council refer By-law 1-20, "Rothesay Municipal Plan 2020-2030" to the Rothesay Planning Advisory Committee for a recommendation, in accordance with the Community Planning Act, SNB 2017, c 19.

CARRIED.

MOVED by Deputy Mayor Alexander and seconded by Counc. Brennan Council authorizes staff to advertise on the Town website as to the content of By-law 1-20, "Rothesay Municipal Plan 2020-2030", on the Town website in accordance with the Local Governance Act, SNB 2017, c 18.

ON THE QUESTION:

Counc. Brennan expressed concern the content of By-law 1-20 may be subject to change so it may be premature to post it to the Town website. Mayor Grant clarified a summary of the By-law will be posted, which is unlikely to be impacted by the individual changes proposed. DPDS White added a revised copy of the By-law will be posted to the website following discussion by the Planning Advisory Committee.

Counc. Shea inquired about individuals that do not have the electronic means to access the Town website. DPDS White advised printed copies will be available at Town Hall. Council discussed ways to advertise through other media channels, for instance the Telegraph Journal, the R Insider, or radio station public service announcements (PSAs). It was noted: the R Insider has not been published since the pandemic; there are time constraints associated with other media channels; and advertising on the Town website is recognized by the Province as a legitimate and inexpensive form of public notification.

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Staff agreed to investigate other forms of notification. Counc. Wells suggested further advertisement be scheduled following enactment so as not to confuse residents since the public comment period has concluded.

CARRIED.

9. NEW BUSINESS

ADMINISTRATION

9.1 Amendment to By-law 2-14 Schedule B – Standing Committees

1 February 2021 Report prepared by Town Clerk Banks
25 January 2021 Recommendation from Rothesay Hive Advisory Committee
8 February 2021 Amended By-law 2-14 Schedule B – Standing Committees

MOVED by Counc. Wells and seconded by Counc. Shea Council hereby adopts the revised Schedule B, “Standing Committees” forming a part of By-law 2-14, “A By-law of the Municipality of Rothesay Respecting the Procedure and Organization of Council”, dated 8 February 2021; more specifically the revised mandate and composition of the Rothesay Hive Advisory Committee.

CARRIED.

9.2 Local Improvement Levy – Kennebecasis Park

21 January 2021 Memorandum from Town Clerk Banks
8 February 2021 Warrant of Assessment

MOVED by Deputy Mayor Alexander and seconded by Counc. Shea:

Whereas projects were undertaken as local improvements in accordance with the pertinent By-laws, Rothesay Council hereby directs that a special warrant be issued for the sum set out in the local improvement assessment roll for 2021 and further directs the Clerk to cause such special assessments to be collected in accordance with By-law 3-00.

Local Improvement By-law #	Amount to be collected
By-law 4-00	\$59,073.37

ON THE QUESTION:

Mayor Grant reported there are nine years remaining on the thirty year project. In response to an inquiry, Town Manager Jarvie advised the amount to be collected will be divided amongst the property owners involved.

CARRIED.

9.3 Local Improvement Levy – Mulberry Lane

27 January 2021 Memorandum from Town Clerk Banks
8 February 2021 Warrant of Assessment
27 January 2021 Memorandum from Treasurer MacDonald

Mayor Grant provided clarification noting the amount to be collected is reflective of a cost reduction in the amount of 50% of the cost overrun.

MOVED by Deputy Mayor Alexander and seconded by Counc. Shea:

Whereas projects were undertaken as local improvements in accordance with the pertinent By-laws, Rothesay Council hereby directs that a special warrant be issued for the sum set out in the local improvement assessment roll for 2021 and further directs the Clerk to cause such special assessments to be collected in accordance with By-law 1-19.

Local Improvement By-law #	Amount to be collected
By-law 1-19-01	\$4,708.33

CARRIED.

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9.4 Draft Plastic Bag Reduction By-law 1-21

5 February 2021 Memorandum from Town Clerk Banks

DRAFT Rothesay By-law 1-21

19 January 2021 Quispamsis By-law 061

23 December 2020 Letter from Fundy Regional Service Commission with draft by-law

Mayor Grant explained the revision to Section 3(1) is to ensure businesses are not banned from supplying paper checkout bags.

MOVED by Counc. Mackay French and seconded by Counc. Shea Council give 1st Reading by title, to By-law 1-21, as amended.

CARRIED.

Town Clerk Banks read By-law 1-21 by title.

MOVED by Counc. Wells and seconded by Counc. Mackay French Council refer draft By-law 1-21 to the Works and Utilities Committee for review.

CARRIED.

Counc. Lewis declared a conflict of interest and left the videoconference.

DEVELOPMENT SERVICES

9.5 Summer Haven Crescent – Lots

3 February 2021 Report prepared by DPDS White

18 December 2020 Letter from residents of 6 Summer Haven Crescent

1920 Plan of Subdivision Riverside Park

2016 Plan of Subdivision

MOVED by Counc. Shea and seconded by Counc. McGuire the report prepared by DPDS White RE: Summer Haven Crescent – Lots dated 3 February 2021 with attachments be received/filed.

ON THE QUESTION:

In response to an inquiry, DPDS White advised the information in the report will be relayed to the residents of 6 Summer Haven Crescent. Counc. Shea noted he found the report confusing and asked if Town staff could simplify the information. DPDS White advised following a reconfiguration the two lots remained two parcels of land, therefore the process is not considered a subdivision. When questioned, DPDS White advised the reconfiguration occurred in 2016 and the lots were sold in 2017. Counc. Brennan added the two lots were not considered part of the Summer Haven Subdivision Plan. Counc. Wells referenced concerns at the Municipal Plan Public Hearing regarding detrimental effects of increasing neighbourhood density. She stressed the importance of considering scale and proportions when developments are proposed.

CARRIED.

Counc. Lewis returned to the videoconference.

OPERATIONS

9.6 Fleet Purchase – Sidewalk Plow

3 February 2021 Report prepared by DO McLean

MOVED by Counc. Wells and seconded by Counc. Shea the supply of a new and never used Sidewalk Plow be awarded to MacFarland's Industrial Ltd., at a price of \$202,913.00 plus HST and further that the Director of Operations be authorized to issue a purchase order in that regard.

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ON THE QUESTION:

Mayor Grant summarized the report highlighting the cost, with HST included, is roughly \$211,000. Deputy Mayor Alexander commented on the significant cost and questioned if use of alternative equipment, such as tractors with a snow blower attachment, has been considered. DO McLean advised typically tractors have a wheelbase of roughly 5-6 feet which exceeds the width of municipal sidewalks and could ultimately damage abutting vegetation.

CARRIED.

Counc. Wells declared a conflict of interest and left the videoconference.

9.7 Flood Preparedness – Alexander Avenue

4 February 2021

Memorandum from Town Manager Jarvie

MOVED by Counc. Lewis and seconded by Counc. Shea Council authorize tendering for an unbudgeted item, a floating walkway, with the final cost to be determined (estimated \$150,000) and funded from capital reserves.

ON THE QUESTION:

Counc. Mackay French asked if residents on Alexander Avenue were informed, and if they are amenable to this solution. Town Manager Jarvie advised despite reservations from a single property owner, all were amenable to the idea. Mainly residents inquired about obtaining sandbags before the walkway is deployed, and where to park after it has been deployed. Town staff continue to seek input from emergency services regarding limitations. Should the walkway prove inadequate, the option of raising the road can be revisited with the knowledge that it may have severe implications to the neighbourhood. When questioned, Town Manager Jarvie advised residents will be encouraged to park near the tennis court once the walkway is deployed. Counc. Lewis commended Town staff on thinking outside the box to address the challenges faced on Alexander Avenue.

CARRIED.

Counc. Wells returned to the videoconference.

RECREATION

9.8 Trail Groomer Purchase – Parks Department

8 February 2021

Report prepared by DRP Jensen

MOVED by Counc. Shea and seconded by Counc. Mackay French Council accept the submission from Green Diamond Equipment for the supply of the Reist Industries Trail Pro Groomer for the purchase price of \$21,400.00 plus HST for the Rothesay Parks Department.

CARRIED.

10. NEXT MEETING

The next meeting is scheduled as follows:

Regular meeting

Monday, March 8, 2021 at 4:00 p.m.

11. ADJOURNMENT

MOVED by Counc. Shea and seconded by Deputy Mayor Alexander the meeting be adjourned.

CARRIED.

The meeting adjourned at 5:20 p.m.


MAYOR


TOWN CLERK